

**MINUTES FOR THE JOINT MEETING OF THE
FINANCE AND PERSONNEL COMMITTEES
MONDAY, OCTOBER 26, 2015
SISTER BAY-LIBERTY GROVE FIRE DEPARTMENT – 2258 MILL ROAD**

The October 26, 2015 joint meeting of the Village of Sister Bay Finance and Personnel Committees was called to order by Acting Finance Committee Chair Dave Lienau at 6:00 P.M.

Committee Members Present: Acting Finance Committee Chair Dave Lienau, Finance Committee member Scott Baker, and Personnel Committee member Kathy Enquist. Personnel Committee Chair and Finance Committee member Pat Duffy arrived at 6:06 P.M., and Personnel Committee member Nora Zacek arrived at 6:16 P.M.

Staff Members: Village Administrator Zeke Jackson, and Assistant Administrator Janal Suppanz.

Approval of the Agenda:

A motion was made by Lienau, seconded by Baker that the Agenda for the October 26, 2015 joint meeting of the Finance and Personnel Committees be approved as presented. Motion carried – All ayes.

Comments, correspondence and concerns from the public:

Lienau asked if anyone wished to comment regarding a non-agenda item. No one responded. He then noted that no new correspondence had been received.

Item No. 6. Discussion regarding the following portions of the 2016 draft budget and consider motions for action as appropriate:

- General Revenues
- General Government
- Administration
- Parks, Properties and Streets Department
- Skate Park and TKH Ice Rink
- Debt Service and TIF
- Capital Reserve and Capital Improvement Program
- Utilities
- Marina

Item No. 4. Discussion regarding health care benefits for 2016; Consider a motion for action if appropriate:

A draft of the proposed budget for 2016 was included in the meeting packets, and the Board members jointly reviewed that document. A few revisions were suggested, and Jackson took note of all of them.

The estimate which was received for the sprinkler system work in Waterfront Park was \$56,984.35. That amount is less than the figure which was originally anticipated and includes a donation of \$8,000.00 which was made by The Sprinkler Company. If Village officials decide to install two foot washing stations on the beach it would cost approximately \$3,000.00 more. The Committee members requested that Jackson pass the word along to the owner of The Sprinkler Company that his generosity is greatly appreciated.

A motion was made by Duffy, seconded by Baker that the Waterfront Park sprinkler system work mentioned in the estimate which was reviewed at this meeting shall be completed ASAP, and, to that end withdrawals totaling \$56,984.35 shall be made from the following line items contained within the

1 2015 Budget: \$20,000 shall be withdrawn from the Skate Park Slab Account; \$4,085 shall be
2 withdrawn from the OS Election Machine Account; \$17,694 shall be withdrawn from the Old Fire
3 Station Upgrades Account; and the balance of \$15,205.35 shall be withdrawn from the Canterbury
4 Extension Account. Approximately \$3,000 shall also be withdrawn from the Canterbury Extension
5 Account for two foot washing stations to be installed on the beach. Motion carried – All ayes.

6
7 The question arose as to what the SBAA thought of Duffy's proposal concerning funding for that
8 organization, and Jackson noted that the draft budget which was included in the meeting packets takes
9 the proposal into account. It is his understanding that the SBAA Board of Directors will be addressing
10 this issue in the near future.

11
12 Duffy stated that he feels the Marina will eventually be negatively impacted if the amount of the Marina
13 PILOT is not adjusted, and asked that the Finance Committee members keep that fact in mind when
14 work is done on future budgets.

15
16 Duffy stressed that health insurance costs have been steadily increasing and it has gotten to the point
17 that he and other Village officials no longer believe those costs are sustainable. Therefore, the decision
18 has been made that increased cost sharing measures must be taken. The proposal for 2016 is that the
19 contribution the Village makes for employee health insurance coverage remain at 85% but the
20 contribution it makes for dependent coverage be reduced to 65%. These adjustments are reflected in
21 the draft of the General Fund budget but they are not reflected in the Utilities budget. After lengthy
22 discussion the Committee members noted that they do not believe it would be fair to treat one group of
23 employees differently than another. Jackson cautioned that if this action is taken it might be harder to
24 maintain current staffing levels and/or recruit new employees to work in the Utilities Department as a
25 specific skill set and certifications are required. It was eventually the consensus that if and when this
26 becomes an issue the appropriate committee(s) could consider salary adjustments or other appropriate
27 action.

28
29 A motion was made by Duffy, seconded by Enquist that the level of contribution the Village will provide
30 for all Village employees' health insurance premiums shall remain at 85%, but the level of contribution
31 the Village will provide for dependant coverage premiums shall be reduced to 65%. Motion carried –
32 All ayes.

33
34 A motion was made by Lienau, seconded by Baker that the Finance Committee recommends that the
35 proposed 2016 budget for the Village of Sister Bay be approved as amended at this meeting. Motion
36 carried – All ayes.

37
38 **Discussion Items:**

39 **Item No. 1. Consider a motion to convene into executive session pursuant to Wis. Stats., §19.85(1)(c)**
40 **to discuss personnel and employee benefits; and §19.85(1)(e) to deliberate or negotiate the purchase**
41 **of public properties, the investment of public funds, or conduct other specified public business,**
42 **whenever competitive or bargaining reasons require a closed session:**

43 *At 7:15 P.M. a motion was made by Lienau, seconded by Baker that the Finance and Personnel*
44 *Committees convene into executive session pursuant to Wis. Stats., §19.85(1)(c) to discuss personnel*
45 *and employee benefits, and §19.85(1)(e) to deliberate or negotiate the purchase of public properties,*
46 *the investment of public funds, or conduct other specified public business, whenever competitive or*
47 *bargaining reasons require a closed session.*

1 *A roll call vote was taken on that motion, and the Committee members voted in the following fashion:*

2
3 *Lienau – Aye; Duffy – Aye; Baker – Aye; Enquist – Aye; Zacek – Aye.*

4
5 *Motion carried.*

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7 **Item No. 2. Consider a motion to reconvene into open session:**

8 *At 7:40 P.M. a motion was made by Lienau, seconded by Baker that the Finance and Personnel*
9 *Committees reconvene into open session.*

10
11 *Another roll call vote was taken, and the Committee members again voted in the following fashion:*

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13 *Lienau – Aye; Duffy – Aye; Baker – Aye; Enquist – Aye; Zacek – Aye.*

14
15 *Motion carried.*

16
17 **Item No. 3. Consider a motion to take action, if required:**

18 *No formal action was taken.*

19
20 **Item No. 7. Discussion regarding matters to be placed on a future agenda or referred to a committee,**
21 **official or employee:**

22 *There were no matters to be placed on a future agenda or referred to a committee, official or employee.*

23
24 **Adjournment:**

25 *At 7:42 P.M. a motion was made by Duffy, seconded by Enquist that the joint meeting of the Personnel*
26 *and Finance Committees be adjourned. Motion carried – All ayes.*

27
28 *Respectfully submitted,*

29 

30 *Janal Suppanz,*
31 *Assistant Administrator*